



**Independent Audit and Performance Commission
Wednesday, January 8, 2020, 3:00 PM
City Manager's Conference Room
City Hall, 1st Floor East, 255 W Alameda St
Tucson, Arizona 85701**

Legal Action Report

1. Call to Order/Roll Call: 3:00 PM

COMMISSION MEMBERS PRESENT: Jeff Singleton, Vice Chairperson (Mayor); Dennis Woodrich, Chairperson (Ward 1); Mark Crum (Ward 2); Lydia Hunter (Ward 3); Brian Andrews (Ward 4)

A quorum was established.

COMMISSION MEMBERS ABSENT/EXCUSED: Ward 6 (Vacant)

COMMISSION MEMBERS LATE: Eddie Rios (Ward 5) arrived at 3:02 p.m.

STAFF MEMBERS: Roger Randolph, City Clerk; Joyce Garland, Chief Financial Officer / Assistant City Manager; Aaron Williams, Principal Internal Auditor; Robert Kulze, Principal Internal Auditor (Ex Officio, Non-Voting)

2. Approval of the December 4, 2019 IAPC Meeting Minutes

It was moved by Commissioner Crum, duly seconded and carried by a voice vote of 5 to 0, to accept the minutes as sent. Commissioner Rios was not present for the vote.

3. Public Records Request Presentation

City Clerk Roger Randolph presented information to the commission about the public records request process and fielded and answered questions. No action was taken.

4. Staff Update

Chief Financial Officer / Assistant City Manager Joyce Garland provided an update to the commission and fielded and answered questions. No action was taken.

5. Purchase Card (pCard) Subcommittee Update

Subcommittee Chairperson Dennis Woodrich provided an update to the commission. Principal Internal Auditor Robert Kulze provided an update about

the scheduling of additional meetings for staff to meet with the subcommittee. No action was taken.

6. IAPC Six Month Activities Report to Mayor and Council: July – December 2019

Mr. Kulze presented a draft of the IAPC's six-month activities report to the Mayor and Council. Chairperson Woodrich requested minor edits be made to the language in the report's cover letter. It was moved by Commissioner Rios, duly seconded and carried by a voice vote of 6 to 0, to approve the report to Mayor and Council including the modifications to the language that were discussed.

7. FY 2020 Internal Audit Plan – Second Quarter Update

Principal Internal Auditor Aaron Williams provided an update about the FY 2020 Internal Audit Plan and fielded and answered questions. No action was taken.

8. Call to the Audience

Mr. Dave Devine spoke.

9. Future Agenda Items

- Presentation from the Housing and Community Services Director about Section 8
- Presentation about the City's Medical Self Insurance Trust Fund
- Report from the Purchase Card Subcommittee
- Review of the City's Financial Policies
- Discussion of a Living Wage
- IDA Funding and Programming Mechanisms

10. Adjournment – 4:13 PM

The next regularly scheduled meeting of the IAPC will be held on Wednesday, February 5, 2020, at 3:00 p.m. in the City Manager's Conference Room, City Hall, 1st Floor East, 255 West Alameda, Tucson, Arizona.